**Hammerwich Parish Council Minutes**

**21 February 2018**

**In attendance:**

Councillors Wasdell, Mrs Greenway, King, Place, Campbell, Mrs Kirkham, Mrs Smith, Mrs Gittings.

**Also in attendance:**

3 Members of the public attended the meeting.

Ellen Bird (Clerk)

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| **1.** | **Apologies for Absence** |
|  | Apologies for absence were received from Councillor Pullen and Mrs Taylor. |
| **2.** | **Declarations of Interest** |
|  | Councillors Place and Mrs Gittings declared an interest in respect of 1 Fox Croft as they lived nearby. |
| **3.** | **Approval of the minutes held on 17 January 2018**  It was noted that the date needed amending to read 17 January 2018.  **Resolved (subject to the above amendment) to approve the minutes of 17 January 2018 and that these be signed by the Chairman.** |
| **4.** | **Matters Arising** |
|  | Defibrillator  It was noted that the defibrillator installation was in progress.  **Noted** |
| **5.** | **Chairman's Announcements**  The Chairman reported he would be attending the Parish Forum in future weeks.  **Noted** |
| **6.** | **Neighbourhood Plan** |
|  | Councillor Campbell reported that the amendments had now been made and the document had now been submitted to Lichfield District Council.  **Noted** |
| **7.** | **Speedwatch**  Two planned sessions had been cancelled because of the weather. Future events were planned.  **Noted.** |
| **8.** | **Badger Baiting**  Councillor Grittings reported that film footage of Badger Baiting in Hammerwich had emerged.  Councillors discussed what action they could take.  Councillors were very concerned about these reports and condemn badger baiting. They advised that the public should contact the police with any concerns.  **Resolved to ask the Clerk to report the issue to the Police Partnership Manager and to be asked them to keep the Council informed about further developments.** |
| **9.** | **Fly Tipping**  Councillors had seen fly tipping on the truncated part of the Lichfield to Brownhills Road on the old A5 road.  Councillors felt it necessary to request LDC to carry out litter picking down Hall Lane.  **Resolved to ask the Clerk to**   1. **report the fly tipping issue to Staffordshire Highways, and;** 2. **request LDC conduct a litter pick down Hall Lane.** |
| **10.** | **Post Office Proposal**  Councillors were pleased to note the proposals from the Post Office to provide a service in the village.  There were some questions about the siting of the Post Office Van and whether it would have disabled access.  **Resolved to ask the Clerk to respond to the Consultation stating the proposal is supported by the Parish Council.** |
| **11.** | **Parks and Open Spaces**  Crane Drive  Work on the hedge had now been completed satisfactorily.  **Noted**  Wooden Galleon Hospital Road  It was noted that work was commencing on the replacement of the wooden galleon. Burntwood Dragons had been informed.  **Noted** |
| **12.** | **Highways and Footpaths** |
|  | Hall Lane/Church Lane  It was noted there had been an accident some years ago which had knocked down the finger post signing to the church and the public footpath.  Concerns were raised regarding replacement of the fingerpost on the public highway and public liability.  The Chairman agreed to explore whether a sign could be put on a lamppost.  **Resolved to ask the Clerk to explore with highways whether a sign could be placed on a lamppost and to add this to a future agenda.**  Flooding  Councillor Greenway gave an update regarding the investigations into flooding in the village.  It was noted that the survey was nearly half way through.  **Noted** |
| **13.** | **Planning Applications**  18/00181/FUL – 19 Park Road  No Comments.  18/00123/COU Springhill Farm  It was thought that this had previously been submitted and comments made. **Resolved to ask the Clerk to resubmit comments previously made.**  18/00191/FUL – 1 Foxcroft Close  Councillors felt the application increased massing and that the Juliet balcony was an invasion of the neighbour’s privacy. Work had taken place without authorisation which the Parish Council strongly disapproved of.  **Resolved to request the Clerk submit these comments.**  Hammerwich House Farm  It was noted that scaffolding was up around Hammerwich House Farm.  **Resolved to monitor.** |
| **14.** | **Public Participation** |
|  | Standing Orders were suspended.  Post Office Proposal  A member of the public had a number of questions regarding the proposals for a post office service.  Standing orders were restored. |
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| **15.** | **Correspondence received and sent**  The Clerk reported the correspondence received and sent.  **Resolved to note the Correspondence** |
| **16.** | **Accounts for Payment** |
|  | The Council noted that on 9 February 2018 the balance on the business account was £41,430.88 and the savings account was £8,249.13.  The Council were asked to approve the following accounts for payment   |  |  |  |  | | --- | --- | --- | --- | |  | Cost | Invoice No | Cheque Number | | SPCA Training Course Councillors | £35 | 17/297 | 101031 | | Clerk’s wages January 2018 | £384.43 | EB20/17/18 | 101032 | | Clerk’s Expenses | £18 | EB21/17/18 | 101033 | |

There was no income to report.

**17. Asset Register and Insurance Review**

Councillors reviewed the asset register and insurance documents.

**Resolved to approve the asset register for 2018.**

**18. Risk Register**

Councillors felt that the speedwatch sessions should be included on the risk register.

**Resolved to add the speedwatch sessions to the risk register and to approve the risk register for 2018.**

**19. Approval of the Internal Auditor**

The Parish Council approved the appointment of Sandie Morris at Black Rose Solutions as the internal auditor for 2018.

**Resolved to approve the internal auditor for 2018.**

**20. Items for future meetings**

To add the following item to future agendas

* Public paths

Meeting ended 9.15pm